

Superintendent Procedure 6511SP.B

Staff Safety and Health: On-Site Health Care Opportunities



Approved by: s/José Banda Date: 1/31/13

José Banda, Superintendent

The Seattle School Board believes our employees are the most valuable resource and protection of employee safety and health is essential to achieving the District's objectives.

Provision of on-site health care opportunities during business hours fulfill goals of the John Stanford Center for Educational Excellence (JSCEE) Safety Committee, improve the District's Accident and Illness prevention program and increase availability of health services to District employees.

Providing low cost and convenient health care opportunities by qualified health care professionals on-site facilitates a healthy work place. All costs are born by the employee and the health care provider. The District will facilitate the opportunity by providing a free space for the provider (such as the wellness room, conference room or parking space) and notifying the employees via the District's communication network (such as via email, posters, newsletters). There is no implication of mandatory participation by employees or the District.

Utilizing the District's Contracting Office's Request for Proposal (RFP) process, JSC Safety Committee will conduct a publicly advertised process for the creation of a list of qualified providers in the spring every two years who are willing to provide on-site health services such as blood drives, mammography or other health screening and immunizations so that these services can be utilized by employees. The approved short list of providers is for a two-year period.

There is no obligation on the part of the District to utilize any service or offer any service, and any service will be of no cost to the District. The selection of the provider is at the sole discretion of the District. Review of the RFP submissions will be by the building Safety Committee with the selection of the provider by the chair of the Safety Committee /Designee. Management of the scheduling will be included in the duties of the Principal/Building Manager /Designee and/or the Safety Committee. The Safety Committee will calendar the selected vendors and then publicize the service to staff.

All providers must submit professional liability and other necessary insurance, and indemnification for the District. The provider must secure an informed consent for employees to sign. The service is limited to adults only (over age 18).

No advertising, beyond recognition of the provision of service, will be allowed that may conflict with the District's Advertising Policy.

Approved: January 2013
Revised:
Cross Reference: Policy No. 6511